

Department of Health & Human Services Administration for Children and Families

Program Office: Office of Family Assistance

Funding Opportunity Title: National Healthy Marriage Resource Center

Announcement Type: Initial

Funding Opportunity Number: HHS-2006-ACF-OFA-FH-0129

CFDA Number: 93.086

Due Date For Letter of Intent: 05/30/2006

Due Date for Applications: 06/30/2006

Executive Summary:

The Administration for Children and Families (ACF), Office of Family Assistance (OFA), announces the availability of funds for a National Healthy Marriage Resource Center (NHMRC). The NHMRC operates a website that serves as a national repository and clearinghouse for information and research relating to healthy marriage. In addition to being a website and clearinghouse, NHMRC will provide information and technical support to States, localities and community programs on capacity building to support healthy marriage program development and implementation. The NHMRC provides technical assistance to States, Indian Tribes and Tribal Organizations, Territories, and ACF funded Healthy Marriage programs. The NHMRC will serve as a training center where professionals and organizational leaders can be trained by marriage experts on how to run healthy marriage programs, and provide other support activities that promote and encourage the development of healthy marriage programs. In 2004, ACF funded a project to create the NHMRC. In February 2006, the NHMRC website became accessible for use by States, Tribes, Tribal organizations and Territories. The NHMRC may also benefit the general public. The NHMRC website is a changing product in need of updated information, refinement and maintenance for years to come. This funding announcement is to support the continuation of the type of work and

activities that were carried out to develop the current NHMRC and to expand technical support activities.

The NHMRC website was first launched in February 2006. The winning applicant is expected to continue the operation of the current website. Certain management decisions that incorporate the ACF vision and expectations have already been made and implemented in the design and development of the current website. The winning applicant will be expected to work with the current grantee to ensure a smooth transition. The current grantee is eligible to apply.

The successful applicant of this competition will be responsible for the following activities listed below in addition to other tasks or activities that may arise:

1. Developing healthy marriage resource materials.
2. Providing a forum for dissemination of healthy marriage research.
3. Developing and maintaining a database of HHS-funded healthy marriage program and research contacts.
4. Providing training and technical assistance to States and other programs operating healthy marriage programs.

I. FUNDING OPPORTUNITY DESCRIPTION

Legislative Authority

The Deficit Reduction Act of 2005 Public Law (P.L.) 109-171, which amends Title IV, Section 403 (a)(2)(A)(i) of the Social Security Act (42 U.S.C. 603 (a)(2)(A)(i)).

Description

Funding Opportunity Description

The Administration for Children and Families (ACF), Office of Family Assistance (OFA), announces the availability of funds for a National Healthy Marriage Resource Center (NHMRC). The NHMRC will assist States, Indian Tribes and Tribal Organizations, Territories, and ACF funded Healthy Marriage programs by serving as a national repository and distribution center for information and research relating to healthy

marriage. Additionally, the NHMRC will have various benefits. The Resource Center will provide information on healthy marriage programs and research that can be used by individuals and couples, marriage educators, program practitioners, policymakers, government officials, and organizational leaders with an interest in marriage. The NHMRC will develop resource materials to promote the objectives of the ACF Healthy Marriage Initiative, synthesize research and evaluation findings, summarize relevant information on promising practices, and create new products, tools, and services. In addition, it will help practitioners and organizational leaders learn about and implement effective approaches to developing and implementing innovative programs in accordance with Healthy Marriage Promotion activities.

Background

In recognition of the importance of healthy married families on child well-being, Congress included the formation and maintenance of two-parent families as one of the primary goals of the Temporary Assistance for Needy Families Program (TANF) when it was signed into law in 1996. This emphasis on the formation and maintenance of two-parent families was reiterated in the recent reauthorization of welfare reform in the Deficit Reduction Act of 2005 (P.L. 109-171). The new TANF legislation includes funding through 2010 specifically for Healthy Marriage Promotion and Responsible Fatherhood.

Many States and communities have implemented various healthy marriage activities in recent years. As of 2005, ACF has funded approximately 190 healthy marriage activities. There is a need for a central repository containing information, program listings, promising practices and other resources for States, Indian Tribes and Tribal Organizations, Territories, and ACF funded Healthy Marriage projects. Additionally, these resources will be a benefit to individuals and couples, and others interested in healthy marriage activities. In 2004, ACF funded a project to create the NHMRC. In February 2006, States, Tribes, Territories and the public were able to start using the NHMRC website. The NHMRC's website is a changing product in need of updated information, refinement and maintenance. This funding announcement is for the continuation and expansion of the current NHMRC activities.

Applicants applying for this grant should note the following:

Per Section 7103 (a)(2)(A)(i) of the authorizing legislation: ACF will not award funds unless the applicant that has submitted an application describes how the programs or activities proposed will address, as

appropriate, issues of domestic violence; and contains a commitment by the entity to consult with experts in domestic violence or relevant community domestic violence coalitions in developing the programs and activities. Applicants must ensure that programs eligible for and seeking technical assistance, meet this requirement.

ACF PROGRAMS FUNDING THE NATIONAL HEALTHY MARRIAGE RESOURCE CENTER

- The Office of Family Assistance (OFA) administers the Temporary Assistance for Needy Families (TANF) program, under title IV-A of the Social Security Act. TANF is a State/Federal partnership that provides temporary assistance and promotes economic self-sufficiency and family strengthening, including healthy marriages, to States, Territories, Indian Tribes, Native American organizations, localities and community groups. Statutory Authority: The Deficit Reduction Act of 2005 Public Law (P.L.) 109-171, which amends Title IV, Section 403 (a)(2)(A)(i) of the Social Security Act (42 U.S.C. 603 (a)(2)(A)(i)).
- The Office of Planning, Research and Evaluation (OPRE) provides research, evaluation, and data analysis in support of ACF programs. The NHMRC is one of several projects designed to develop and disseminate knowledge on program practices that improve economic and family outcomes and child well-being, including programs to support the formation and stability of healthy marriages. Statutory Authority: Section 1110 of the Social Security Act governing Social Services Research and Demonstration activities.
- The Children's Bureau supports a range of child welfare programs that increase the strength and stability of families, protect children from abuse and neglect, and lead to permanent placements for children who cannot safely return to their homes, including programs that seek to integrate supports for healthy marriages and family formation into the child welfare system. Statutory Authority: Title IV-B, Subpart 2 of the Social Security Act, Promoting Safe and Stable Families.
- The Office of Child Support Enforcement (OCSE) provides for the location of non-custodial parents, establishing paternity, obtaining child support orders, and enforcing support obligations of non-custodial parents. OCSE also funds demonstration projects that seek to integrate supports for healthy marriages and family formation into the existing array of child support

enforcement activities. Statutory Authority: Section 452(j) of the Social Security Act.

Purpose

It is generally agreed that healthy marriage is important to society. On average, men and women in healthy marriages are more likely to build wealth, have better health, experience emotional well-being and live longer. Research shows that children raised by their married biological parents who have low-conflict relationships do better on many outcomes than children raised in other family arrangements. For example, children in healthy marriage households are at less risk for substance abuse, emotional distress and mental illness, suicide, criminal behavior, educational decline, poverty, child abuse, and neglect. Further, children raised in healthy marriage households are more likely to develop better relationships with their parents, develop stable marriages and families themselves, experience greater economic security, perform better academically, are more successful in job advancement later in life, and have better physical health.

The NHMRC is one of ACF's efforts to support and promote healthy marriages. ACF has undertaken crosscutting program and field activities to strengthen healthy marriages, including engaging States, communities, Tribes and Tribal organizations, and faith-based organizations in partnerships to develop local healthy marriage initiatives. ACF has awarded a number of grants to support the integration of healthy marriage programs and services into the broad array of existing public sector social service programs including child welfare, refugee resettlement, child support enforcement, and community services. ACF also launched a research and evaluation agenda that includes large-scale evaluations of multi-site interventions, as well as smaller research projects. The NHMRC will help disseminate relevant information to States, Indian Tribes and Tribal Organizations, Territories, and ACF funded Healthy Marriage projects as well as practitioners, educators, other interested stakeholders, and to individuals and couples seeking both national and local information about existing activities. The NHMRC will play a vital role in helping ACF improve the well-being of children and families.

Priority Area

National Healthy Marriage Resource Center

Description

The NHMRC operates a website and is a technical assistance provider that serves as a national resource and clearinghouse for information and research relating to healthy marriage programs, initiatives, and activities. Technical assistance will be used to increase the level of expertise among grantees and practitioners of other healthy marriage projects. This will be done by identifying and sharing information on promising practices, identifying training needs, providing training and providing on-site consultation, where needed.

The NHMRC will have multiple functions including:

1. Providing a forum for dissemination of research on healthy marriages. Efforts to promote the objectives of ACF's Healthy Marriage Initiative will include, but are not limited to, an inquiry response system for States, Tribes, Territories and ACF funded Healthy Marriage programs, email and mailing lists, web casts, conference calls and newsletters.
2. Collecting and distributing information resources. The information should be geared toward several audiences, including married and unmarried couples, teenagers, young adults and others served by ACF funded projects. Specific topics shall include encouraging healthy marriages, family formation, and promoting positive images on marriage.
3. Collecting and categorizing articles for easy access on information and research relating to promising practices in the healthy marriage area. Topics may include community-based marriage support, faith-based marriage support, marriage preparation, couples counseling, premarital and marriage education, marriage reconciliation, high school-based marriage education, home visitation, marriage enhancement, community-based marriage support, caseworker training and others as appropriate.
4. Developing effective resource materials about healthy marriages.
 - Publish and distribute a regular newsletter, which will feature brief discussions of promising practices and synopses of the latest research relating to marriage. The newsletter will be distributed to those on the NHMRC mailing list and made available on the NHMRC website. The newsletter will be published quarterly and translated as necessary to accommodate non-English speaking populations.
 - Develop marriage-related information packets that can be disseminated at conferences and professional meetings. Packets

shall be tailored to a range of audiences and include publications, promising practices, and other relevant material.

5. Capacity-building and Technical Assistance.

- Collaborate with Federal, State and local governments, Tribes, Tribal governments, and other organizations to encourage the use of the NHMRC. This may be done through participation in conferences, outreach activities, and other means as appropriate.
 - Provide consultative and training support. The information should be geared towards several audiences including administrators from States, Tribes, Tribal governments, Territories, and ACF funded Healthy Marriage programs that serve married and unmarried couples, community healthy marriage programs, schools (e.g., colleges, universities, high schools), hospitals, and others to support healthy marriage program development and implementation. The winning applicant should have the capacity to provide technical assistance and training to all of these organizations.
 - Serve as a Training Center where professionals and organizational leaders can be trained by marriage experts on how to run effective marriage programs. This training may be varied and include strategies on adapting marriage curriculums for specific populations, and requests for other technical assistance activities that promote and encourage the development of healthy marriage programs.
 - Develop an email list to facilitate the dissemination of information to individuals and organizations interested in the healthy marriage programs. Provide email updates on additions to the NHMRC including best practices, commonly asked questions and answers, alerts of capacity-building healthy marriage activities, and other information as appropriate.
 - Undertake an ongoing on-line or telephone conference series that would include expert speakers on various marriage enhancement strategies and marriage promotion activities.
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II. AWARD INFORMATION

Funding Instrument Type: Cooperative Agreement

Substantial Involvement with Cooperative Agreement:

This cooperative agreement will require a close working relationship between ACF and the successful applicant for the NHMRC. It will be necessary for ACF to collaborate with the NHMRC to facilitate relationships and the exchange of information necessary to build the website, and work with the applicant to identify technical assistance and training needs, emerging issues, research findings, available resources, and model programs. ACF will work closely with the NHMRC to identify the types of technical assistance and training to be made available to interested entities, and the areas of research and information to be disseminated. ACF, together with the NHMRC, will sponsor appropriate meetings to promote coordination, information sharing and access to resources, training and learning opportunities. ACF will work together with the NHMRC to address issues or problems with regard to the applicant's ability to effectively and efficiently carry out the full range of activities included in the applicant's proposal.

Anticipated Total Priority Area Funding: \$2,000,000

Anticipated Number of Awards: 1

Ceiling on Amount of Individual Awards: \$2,000,000 per budget period

Floor on Amount of Individual Awards: \$2,000,000 per budget period

Average Projected Award Amount: \$2,000,000 per budget period

Length of Project Periods: 60-month project with five 12-month budget periods

Continuation of awards under this announcement are subject to the availability of funds, satisfactory progress of the grantee, and the best interests of the Federal government.

III. ELIGIBILITY INFORMATION

1. Eligible Applicants:

- State governments
- County governments
- City or township governments
- Special district governments
- Public and State-controlled institutions of higher education
- Native American Tribal governments (Federally recognized)
- Non-profits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Non-profits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education
- For-profit organizations other than small businesses
- Small businesses
- Others (See below)

The current grantee is eligible to apply and subject to the same requirements as other eligible applicants.

Faith-based and community organizations that meet the statutory eligibility requirements are eligible to apply under this announcement.

Please see *Section IV* for required documentation supporting eligibility or funding restrictions if any are applicable.

2. Cost Sharing or Matching: Yes

Grantees must provide at least **(ten)** percent of the total approved cost of the project. The total approved cost of the project is the sum of the ACF share and the non-Federal share. The non-Federal share may be met by cash or in-kind contributions, although applicants are encouraged to meet their match requirements through cash contributions. For example, in order to meet the match requirements, a project with a total approved project cost of **\$1,000,000** requesting **\$900,000** in ACF funds, must provide a non-Federal share of at least **\$100,000**, ten percent of the total approved project cost of **\$1,000,000**. Grantees will be held accountable for commitments of non-Federal resources even if they exceed the amount of the required match. Failure to provide the required amount will result in the disallowance of Federal funds. A lack of supporting documentation at the time of application will not exclude the application from competitive review.

3. Other:

D-U-N-S Requirement

All applicants must have a D&B Data Universal Numbering System (D-U-N-S) number. On June 27, 2003, the Office of Management and Budget (OMB) published in the *Federal Register* a new Federal policy applicable to all Federal grant applicants. The policy requires Federal grant applicants to provide a D-U-N-S number when applying for Federal grants or cooperative agreements on or after October 1, 2003. The D-U-N-S number will be required whether an applicant is submitting a paper application or using the government-wide electronic portal, Grants.gov. A D-U-N-S number will be required for every application for a new award or renewal/continuation of an award, including applications or plans under formula, entitlement, and block grant programs, submitted on or after October 1, 2003.

Please ensure that your organization has a D-U-N-S number. You may acquire a D-U-N-S number at no cost by calling the dedicated toll-free D-U-N-S number request line at 1-866-705-5711 or you may request a number on-line at <http://www.dnb.com>.

Proof of Non-Profit Status

Non-profit organizations applying for funding are required to submit proof of their non-profit status.

Proof of non-profit status is any one of the following:

- A reference to the applicant organization's listing in the IRS's most recent list of tax-exempt organizations described in the IRS Code.
- A copy of a currently valid IRS tax-exemption certificate.
- A statement from a State taxing body, State attorney general, or other appropriate State official certifying that the applicant organization has non-profit status and that none of the net earnings accrue to any private shareholders or individuals.
- A certified copy of the organization's certificate of incorporation or similar document that clearly establishes non-profit status.
- Any of the items in the subparagraphs immediately above for a State or national parent organization and a statement signed by the parent organization that the applicant organization is a local non-profit affiliate.

When applying electronically, we strongly suggest that you attach your proof of non-profit status with your electronic application.

Private, non-profit organizations are encouraged to submit with their applications the survey located under *Grant Related Documents and Forms: Survey for Private, Non-Profit Grant Applicants, titled, Survey on Ensuring Equal Opportunity for Applicants*, at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

Disqualification Factors

Applications that exceed the ceiling amount will be deemed non-responsive and will not be considered for funding under this announcement.

Any application that fails to satisfy the deadline requirements referenced in *Section IV.3* will be deemed non-responsive and will not be considered for funding under this announcement.

IV. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package:

Office of Family Assistance
OFA Operations Center
c/o The Dixon Group
118 Q Street, NE
Washington, DC 20002
Phone: 866-779-8458
Email: ofa@dixongroup.com

2. Content and Form of Application Submission:

Letters of Intent

Applicants are strongly encouraged to notify the OFA Operations Center, c/o The Dixon Group, #118 Q Street, NE, Office of Family Assistance, Washington, DC 20002, Email: ofa@dixongroup.com, of their intention to submit an application under this announcement. Please submit the letter of intent by the deadline date listed in *Section IV.3*.

The letter of intent should include the number and title of this announcement, your organizational name and address, one to two sentences stating that your organization intends to submit an

application for this grant, and the contact person's name, phone number, fax number and email address.

Letter of intent information will be used to determine the number of expert reviewers needed to evaluate applications. Failure to submit a letter of intent will not affect eligibility to submit an application and will not disqualify an application from competitive review.

Application Content

Each application must include the following components and in the following order:

1. Table of Contents.
2. Abstract of Proposed Project - A very brief description not to exceed 250 words. The abstract would be suitable for use in an announcement that the application has been selected for a grant award and identifies the type of project, the target population and the major elements of the work plan. Use plain language that is easy for non-experts to understand.
3. Application for Federal Assistance, SF 424 - Must be completed and signed by an official of the organization applying for the grant who has authority to obligate the organization legally.
4. Budget Information, Non-Construction Programs, SF- 424A - Must be completed.
5. Narrative Budget Justification - A narrative that addresses criteria described in *Section V.1, Criteria*.
6. Project Narrative - A narrative that addresses the criteria described in *Section V.1, Criteria*.
7. Supporting Documents - These may include organizational charts, financial statements, letters of support, third-party agreements, and resumes of key staff. The content to include in the supporting documents is described in *Section V.1, Criteria*.
8. Additional Certification, Assurance, and Disclosure Forms.

Page Limitation

The total length of the application (including SF-424 and SF-424A, project abstract, table of contents, budget information, project narrative) and supporting documents (e.g., letters of

support, third-party agreements, resumes or additional certification, assurance and disclosure forms) must not exceed 60 pages in length. Any pages exceeding this limit will be removed and not provided for panel review.

Application Format

Submit application materials on white 8 1/2 x 11 inch paper only. Do not use colored, oversized or folded materials.

Please do not include organizational brochures or other promotional materials, slides, films, clips, etc.

A standard font such as Times New Roman must be used. The font size must not be smaller than 12-point. The margins must be at least one inch on all sides. Project and budget narrative sections must be double-spaced.

Number all application pages sequentially throughout the package, beginning with the abstract of the proposed project as page number one. All application pages including government forms and attachments should be numbered.

Arrange all materials in the order listed in the **Application Content** section above.

Applicants are encouraged to use job titles and not specific names in developing the application budget. However, specific salary rates or amounts for staff positions identified must be included in the application budget.

Applicants have the option of omitting from the application copies (not the original) specific salary rates or amounts for individuals specified in the application budget.

Supporting documents (e.g., letters of support, third-party agreements, resumes) should follow the same general guidelines but may be single-spaced. Letters of support may use the supporting organizations' letterhead. If copies of third-party agreements are lengthy, the applicant may substitute an annotated list of those agreements briefly summarizing with whom the agreement is, the scope of work to be performed, work schedules and remuneration, and any other core aspects of the agreement that defines the nature of the relationship.

Forms and Certifications

The project description should include all the information requirements described in the specific evaluation criteria outlined in this program announcement under *Section V. Application Review Information*. In addition to the project description, the applicant needs to complete all of the Standard Forms required as part of the application process for awards under this announcement.

Applicants seeking financial assistance under this announcement must file the appropriate Standard Forms as described in this section. All applicants must submit SF-424, Application for Federal Assistance. For non-construction programs, applicants must also submit SF-424A, Budget Information and SF-424B, Assurances. For construction programs, applicants must also submit SF-424C, Budget Information and SF-424D, Assurances. The forms may be reproduced for use in submitting applications. Applicants must sign and return the standard forms with their application.

Applicants must furnish prior to award an executed copy of the SF-LLL, Certification Regarding Lobbying, when applying for an award in excess of \$100,000. Applicants who have used non-Federal funds for lobbying activities in connection with receiving assistance under this announcement shall complete a disclosure form, if applicable, with their application. Applicants must sign and return the certification with their application.

Applicants must also understand that they will be held accountable for the smoking prohibition included within Public Law (P.L.) 103-227, Title XII Environmental Tobacco Smoke (also known as the PRO-KIDS Act of 1994). A copy of the *Federal Register* notice that implements the smoking prohibition is included with this form. By signing and submitting the application, applicants are providing the necessary certification and are not required to return it.

Applicants must make the appropriate certification of their compliance with all Federal statutes relating to nondiscrimination. By signing and submitting the application, applicants are providing the necessary certification and are not required to return it. Complete the standard forms and the associated certifications and assurances based on the instructions on the forms. The forms and certifications may be found at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

Private, non-profit organizations are encouraged to submit with their applications the survey located under *Grant Related Documents and Forms: Survey for Private, Non-Profit Grant Applicants, titled, Survey on Ensuring Equal Opportunity for Applicants*, at: <http://www.acf.hhs.gov/programs/ofs/forms.htm>.

Those organizations required to provide proof of non-profit status, please refer to *Section III.3*.

Please see *Section V.1* for instructions on preparing the full project description.

Please reference *Section IV.3* for details about acknowledgement of received applications.

Electronic Submission

You may submit your application to us in either electronic or paper format. To submit an application electronically, please use the <http://www.Grants.gov> site.

If you use Grants.gov, you will be able to download a copy of the application package, complete it off-line, and then upload and submit the application via the Grants.gov site. ACF will not accept grant applications via facsimile or email.

IMPORTANT NOTE: Before you submit an electronic application, you must complete the organization registration process as well as obtain and register "electronic signature credentials" for the Authorized Organization Representative (AOR). Since this process may take more than five business days, it is important to start this process early, well in advance of the application deadline. **Be sure to complete all Grants.gov registration processes listed on the Organization Registration Checklist, which can be found at http://www.acf.hhs.gov/grants/registration_checklist.html.**

Please note the following if you plan to submit your application electronically via Grants.gov:

- Electronic submission is voluntary, but strongly encouraged.
- You may access the electronic application for this program at <http://www.Grants.gov>. There you can search for the downloadable application package by utilizing the Grants.gov FIND function.
- **We strongly recommend that you do not wait until the application deadline date to begin the application process through Grants.gov.** We encourage applicants that submit electronically to submit well before the closing date and time so that if difficulties are encountered an applicant can still submit a hard copy via express mail.

- To use Grants.gov, you, as the applicant, must have a D-U-N-S number and register in the Central Contractor Registry (CCR). You should allow a minimum of five days to complete the CCR registration. **REMINDER: CCR registration expires each year and thus must be updated annually. You cannot upload an application to Grants.gov without having a current CCR registration AND electronic signature credentials for the AOR.**
- The electronic application is submitted by the AOR. To submit electronically, the AOR must obtain and register electronic signature credentials approved by the organization's E-Business Point of Contact who maintains the organization's CCR registration.
- You may submit all documents electronically, including all information typically included on the SF-424 and all necessary assurances and certifications.
- Your application must comply with any page limitation requirements described in this program announcement.
- After you electronically submit your application, you will receive an automatic acknowledgement from Grants.gov that contains a Grants.gov tracking number. ACF will retrieve your application from Grants.gov.
- ACF may request that you provide original signatures on forms at a later date.
- You will not receive additional point value because you submit a grant application in electronic format, nor will we penalize you if you submit an application in hard copy.
- If you encounter difficulties in using Grants.gov, please contact the Grants.gov Help Desk at: 1-800-518-4726, or by email at support@grants.gov to report the problem and obtain assistance.
- Checklists and registration brochures are maintained at <http://www.grants.gov/GetStarted> to assist you in the registration process.
- When submitting electronically via Grants.gov, applicants must comply with all due dates **AND** times referenced in *Section IV.3*.

Hard Copy Submission

Applicants that are submitting their application in paper format should submit one original and two copies of the complete application. The original and each of the two copies must include all required forms, certifications, assurances, and appendices, be signed by an authorized representative, have original signatures, and be unbound.

3. Submission Dates and Times:

Due Date For Letter of Intent: 05/30/2006.

Due Date for Applications: 06/30/2006.

Explanation of Due Dates

The due date for receipt of applications is referenced above. Applications received after 4:30 p.m., eastern time, on the due date will be classified as late and will not be considered in the current competition.

Applicants are responsible for ensuring that applications are mailed or hand-delivered or submitted electronically well in advance of the application due date and time.

Mail

Applications that are submitted by mail must be received no later than 4:30 p.m., eastern time, on the due date referenced above at the address listed in *Section IV.6*.

Hand Delivery

Applications hand carried by applicants, applicant couriers, other representatives of the applicant, or by overnight/express mail couriers must be received on or before the due date referenced above, between the hours of 8:00 a.m. and 4:30 p.m., eastern time, at the address referenced in *Section IV.6*, between Monday and Friday (excluding Federal holidays).

Electronic Submission

Applications submitted electronically via Grants.gov must be submitted no later than 4:30 p.m., eastern time, on the due date referenced above.

ACF cannot accommodate transmission of applications by facsimile or email.

Late Applications

Applications that do not meet the requirements above are considered late applications. ACF shall notify each late applicant that its application will not be considered in the current competition.

ANY APPLICATION RECEIVED AFTER 4:30 P.M., EASTERN TIME, ON THE DUE DATE WILL NOT BE CONSIDERED FOR COMPETITION.

Extension of Deadlines

ACF may extend application deadlines when circumstances such as acts of God (floods, hurricanes, etc.) occur; when there are widespread disruptions of mail service; or in other rare cases. A determination to extend or waive deadline requirements rests with the Chief Grants Management Officer.

Receipt acknowledgement for application packages will not be provided to applicants who submit their package via mail, courier services, or by hand delivery. Applicants will receive an electronic acknowledgement for applications that are submitted via <http://www.Grants.gov>.

Checklist

You may use the checklist below as a guide when preparing your application package.

What to Submit	Required Content	Required Form or Format	When to Submit
Certification Regarding Environmental Tobacco Smoke	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/for ms.htm	By application due date.
Budget Narrative/Justification	See Sections IV.2 and V	Found in Sections IV.2 and V	By application due date.
Proof of Non-Profit Status	See Section III.3	Found in Section III.3	By application due date.
Project Abstract	See Sections IV.2 and V	Found in Sections IV.2 and V	By application due date.
Project Description	See Sections	Found in Sections IV.2 and V	By application

	IV.2 and V		due date.
SF-424A	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.
Letter of Intent	See Section IV.2	Found in Section IV.2	05/30/2006
SF-424B	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.
Most recent financial audit conducted on applicant organization	See Section V.1	See Section V, Application Review Information under Evaluation Criteria	By application due date.
SF-424	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.
SF-LLL Certification Regarding Lobbying	See Section IV.2	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.
Table of Contents	See Section IV.2	Found in Section IV.2	By application due date.

Additional Forms

Private, non-profit organizations are encouraged to submit with their applications the survey located under *Grant Related Documents and Forms: Survey for Private, Non-Profit Grant Applicants, titled, Survey on Ensuring Equal Opportunity for Applicants*, at:
<http://www.acf.hhs.gov/programs/ofs/forms.htm>.

What to Submit	Required Content	Required Form or Format	When to Submit
Survey for Private, Non-Profit Grant Applicants	See form.	See http://www.acf.hhs.gov/programs/ofs/forms.htm	By application due date.

4. Intergovernmental Review:

State Single Point of Contact (SPOC)

This program is covered under Executive Order (EO) 12372, "Intergovernmental Review of Federal Programs," and 45 CFR Part 100, "Intergovernmental Review of Department of Health and Human Services Programs and Activities." Under the Order, States may design their own processes for reviewing and commenting on proposed Federal assistance under covered programs.

As of August 1, 2005, the following jurisdictions have elected to participate in the EO process: Arkansas, California, Delaware, District of Columbia, Florida, Georgia, Illinois, Iowa, Kentucky, Maine, Maryland, Michigan, Mississippi, Missouri, Nevada, New Hampshire, New York, North Dakota, Rhode Island, South Carolina, Texas, Utah, West Virginia, Wisconsin, American Samoa, Guam, Northern Mariana Islands, Puerto Rico, and U.S. Virgin Islands. As these jurisdictions have elected to participate in the Executive Order process, they have established SPOCs. Applicants from participating jurisdictions should contact their SPOC, as soon as possible, to alert them of prospective applications and receive instructions. Applicants must submit all required materials, if any, to the SPOC and indicate the date of this submittal (or the date of contact if no submittal is required) on the Standard Form 424, item 16a.

Under 45 CFR 100.8(a)(2), a SPOC has 60 days from the application deadline to comment on proposed new or competing continuation awards. SPOCs are encouraged to eliminate the submission of routine endorsements as official recommendations. Additionally, SPOCs are requested to clearly differentiate between mere advisory comments and those official State process recommendations, which may trigger the "accommodate or explain" rule.

When comments are submitted directly to ACF, they should be addressed to the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Grants Management, Division of Discretionary Grants, 370 L'Enfant Promenade SW., 4th floor, Washington, DC 20447.

Although the remaining jurisdictions have chosen not to participate in the process, entities that meet the eligibility requirements of the program are still eligible to apply for a grant even if a State, Territory, Commonwealth, etc. does not have a SPOC. Therefore, applicants from these jurisdictions, or for projects administered by Federally recognized Indian Tribes, need take no action in regard to EO 12372.

The official list, including addresses, of the jurisdictions that have elected to participate in EO 12372 can be found on the following URL: <http://www.whitehouse.gov/omb/grants/spoc.html>.

5. Funding Restrictions:

Grant awards will not allow reimbursement of pre-award costs.

Construction and purchase of real property are not allowable activities or expenditures under this grant award.

Sub-Contracting or Delegating Projects

ACF will not fund any project where the role of the applicant is primarily to serve as a conduit for funds to organizations other than the applicant. The applicant must have a substantive role in the implementation of the project for which funding is requested. This prohibition does not bar the making of sub-grants or sub-contracting for specific services or activities needed to conduct the project.

Profit

Subpart E - Special Provisions for Awards to Commercial Organizations 45 CFR 74.81 provides that except for awards under the Small Business Innovation Research (SBIR) and Small Business Technology Transfer Research (STTR) programs, no Department of Healthy and Human Services (HHS) funds may be paid as profit to any recipient even if the recipient is a commercial organization. Profit is any amount in excess of allowable direct and indirect costs.

Thus, Federal funds received as a result of this announcement cannot be paid as profit to grantees or sub-grantees, i.e., any amount in excess of allowable direct and indirect costs of the recipient (45 CFR 74.81).

6. Other Submission Requirements:

Please see *Sections IV.2* and *IV.3* for deadline information and other application requirements.

Submit applications to one of the following addresses:

Submission by Mail

Office of Family Assistance
OFA Operations Center
c/o The Dixon Group

118 Q Street, NE
Washington, DC 20002

Hand Delivery

OFA Operations Center
c/o The Dixon Group
118 Q Street, NE
Washington, DC 20002

Electronic Submission

Please see *Section IV.2* for guidelines and requirements when submitting applications electronically via <http://www.Grants.gov>.

V. APPLICATION REVIEW INFORMATION

The Paperwork Reduction Act of 1995 (P.L. 104-13)

Public reporting burden for this collection of information is estimated to average 35 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed and reviewing the collection information.

The project description is approved under OMB control number 0970-0139, which expires 4/30/2007.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

1. Criteria:

Part I THE PROJECT DESCRIPTION OVERVIEW

PURPOSE

The project description provides the majority of information by which an application is evaluated and ranked in competition with other applications for available assistance. The project description should be concise and complete. It should address the activity for which Federal funds are being requested. Supporting documents should be included where they can present information clearly and succinctly. In preparing the project description, information that is responsive to each of the requested evaluation criteria must be provided. Awarding offices use this and other information in making their funding

recommendations. It is important, therefore, that this information be included in the application in a manner that is clear and complete.

GENERAL EXPECTATIONS AND INSTRUCTIONS

ACF is particularly interested in specific project descriptions that focus on outcomes and convey strategies for achieving intended performance. Project descriptions are evaluated on the basis of substance and measurable outcomes, not length. Extensive exhibits are not required. Cross-referencing should be used rather than repetition. Supporting information concerning activities that will not be directly funded by the grant or information that does not directly pertain to an integral part of the grant-funded activity should be placed in an appendix.

Pages should be numbered and a table of contents should be included for easy reference.

Part II GENERAL INSTRUCTIONS FOR PREPARING A FULL PROJECT DESCRIPTION

INTRODUCTION

Applicants that are required to submit a full project description shall prepare the project description statement in accordance with the following instructions while being aware of the specified evaluation criteria. The text options give a broad overview of what the project description should include while the evaluation criteria identify the measures that will be used to evaluate applications.

PROJECT SUMMARY/ABSTRACT

Provide a summary of the project description (one page or less) with reference to the funding request.

OBJECTIVES AND NEED FOR ASSISTANCE

Clearly identify the physical, economic, social, financial, institutional, and/or other problem(s) requiring a solution. The need for assistance must be demonstrated and the principal and subordinate objectives of the project must be clearly stated; supporting documentation, such as letters of support and testimonials from concerned interests other than the applicant, may be included. Any relevant data based on planning studies should be included or referred to in the endnotes/footnotes. Incorporate demographic data and participant/beneficiary information, as needed. In developing the project description, the applicant may volunteer or be requested to provide information on the total range of

projects currently being conducted and supported (or to be initiated), some of which may be outside the scope of the program announcement.

RESULTS OR BENEFITS EXPECTED

Identify the results and benefits to be derived.

APPROACH

Outline a plan of action that describes the scope and detail of how the proposed work will be accomplished. Account for all functions or activities identified in the application. Cite factors that might accelerate or decelerate the work and state your reason for taking the proposed approach rather than others. Describe any unusual features of the project such as design or technological innovations, reductions in cost or time, or extraordinary social and community involvement.

Provide quantitative monthly or quarterly projections of the accomplishments to be achieved for each function or activity in such terms as the number of people to be served and the number of activities accomplished.

When accomplishments cannot be quantified by activity or function, list them in chronological order to show the schedule of accomplishments and their target dates.

If any data is to be collected, maintained, and/or disseminated, clearance may be required from the OMB. This clearance pertains to any "collection of information that is conducted or sponsored by ACF."

Provide a list of organizations, cooperating entities, consultants, or other key individuals who will work on the project along with a short description of the nature of their effort or contribution.

EVALUATION

Provide a narrative addressing how the conduct of the project and the results of the project will be evaluated. In addressing the evaluation of results, state how you will determine the extent to which the project has achieved its stated objectives and the extent to which the accomplishment of objectives can be attributed to the project. Discuss the criteria to be used to evaluate results, and explain the methodology that will be used to determine if the needs identified and discussed are being met and if the project results and benefits are being achieved. With respect to the conduct of the project, define the procedures to be employed to determine whether the project is being

conducted in a manner consistent with the work plan presented and discuss the impact of the project's various activities that address the project's effectiveness.

ORGANIZATIONAL PROFILES

Provide information on the applicant organization(s) and cooperating partners, such as: organizational charts; financial statements; audit reports or statements from Certified Public Accountants/Licensed Public Accountants; Employer Identification Number(s); contact persons and telephone numbers; names of bond carriers; child care licenses and other documentation of professional accreditation; information on compliance with Federal/State/local government standards; documentation of experience in the program area; and, other pertinent information.

If the applicant is a non-profit organization, it should submit proof of its non-profit status in its application. The non-profit agency can accomplish this by providing any one of the following: a) a reference to the applicant organization's listing in the IRS's most recent list of tax-exempt organizations described in the IRS Code; b) a copy of a currently valid IRS tax exemption certificate; c) a statement from a State taxing body, State attorney general, or other appropriate State official certifying that the applicant organization has a non-profit status and that none of the net earnings accrues to any private shareholders or individuals; d) a certified copy of the organization's certificate of incorporation or similar document that clearly establishes non-profit status; or e) any of the items immediately above for a State or national parent organization and a statement signed by the parent organization that the applicant organization is a local non-profit affiliate.

BUDGET AND BUDGET JUSTIFICATION

Provide a budget with line-item detail and detailed calculations for each budget object class identified on the Budget Information Form (SF-424A or SF-424C). Detailed calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. If matching is a requirement, include a breakout by the funding sources identified in Block 15 of the SF-424.

Provide a narrative budget justification that describes how the categorical costs are derived. Discuss the necessity, reasonableness, and allocation of the proposed costs.

GENERAL

Use the following guidelines for preparing the budget and budget justification. Both Federal and non-Federal resources (when required) shall be detailed and justified in the budget and budget narrative justification. "Federal resources" refers only to the ACF grant funds for which you are applying. "Non-Federal resources" are all other non-ACF Federal and non-Federal resources. It is suggested that budget amounts and computations be presented in a columnar format: first column, object class categories; second column, Federal budget; next column(s), non-Federal budget(s); and last column, total budget. The budget justification should be in a narrative form.

PERSONNEL

Description: Costs of employee salaries and wages.

Justification: Identify the project director or principal investigator, if known at the time of application. For each staff person, provide: the title; time commitment to the project in months; time commitment to the project as a percentage or full-time equivalent; annual salary; grant salary; wage rates; etc. Do not include the costs of consultants, personnel costs of delegate agencies, or of specific project(s) and/or businesses to be financed by the applicant.

FRINGE BENEFITS

Description: Costs of employee fringe benefits unless treated as part of an approved indirect cost rate.

Justification: Provide a breakdown of the amounts and percentages that comprise fringe benefit costs such as health insurance, FICA, retirement insurance, taxes, etc.

TRAVEL

Description: Costs of project-related travel by employees of the applicant organization. (This item does not include costs of consultant travel).

Justification: For each trip show: the total number of traveler(s); travel destination; duration of trip; per diem; mileage allowances, if privately owned vehicles will be used; and other transportation costs and subsistence allowances. Travel costs for key staff to attend ACF-sponsored workshops should be detailed in the budget.

EQUIPMENT

Description: "Equipment" means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost that equals or exceeds the lesser of: (a) the capitalization level established by the organization for the financial statement purposes, or (b) \$5,000. (Note: Acquisition cost means the net invoice unit price of an item of equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Ancillary charges, such as taxes, duty, protective in-transit insurance, freight, and installation, shall be included in or excluded from acquisition cost in accordance with the organization's regular written accounting practices.)

Justification: For each type of equipment requested provide: a description of the equipment; the cost per unit; the number of units; the total cost; and a plan for use on the project; as well as use and/or disposal of the equipment after the project ends. An applicant organization that uses its own definition for equipment should provide a copy of its policy, or section of its policy, that includes the equipment definition.

SUPPLIES

Description: Costs of all tangible personal property other than that included under the Equipment category.

Justification: Specify general categories of supplies and their costs. Show computations and provide other information that supports the amount requested.

CONTRACTUAL

Description: Costs of all contracts for services and goods except for those that belong under other categories such as equipment, supplies, construction, etc. Include third-party evaluation contracts, if applicable, and contracts with secondary recipient organizations, including delegate agencies and specific project(s) and/or businesses to be financed by the applicant.

Justification: Demonstrate that all procurement transactions will be conducted in a manner to provide, to the maximum extent practical, open and free competition. Recipients and subrecipients, other than States that are required to use 45 CFR Part 92 procedures, must justify any anticipated procurement action that is expected to be awarded without competition and exceeds the simplified acquisition threshold fixed at 41 USC 403(11), currently set at \$100,000.

Recipients might be required to make available to ACF pre-award review and procurement documents, such as requests for proposals or invitations for bids, independent cost estimates, etc.

Note: Whenever the applicant intends to delegate part of the project to another agency, the applicant must provide a detailed budget and budget narrative for each delegate agency, by agency title, along with the required supporting information referred to in these instructions.

OTHER

Enter the total of all other costs. Such costs, where applicable and appropriate, may include but are not limited to: insurance; food; medical and dental costs (noncontractual); professional services costs; space and equipment rentals; printing and publication; computer use; training costs, such as tuition and stipends; staff development costs; and administrative costs.

Justification: Provide computations, a narrative description and a justification for each cost under this category.

INDIRECT CHARGES

Description: Total amount of indirect costs. This category should be used only when the applicant currently has an indirect cost rate approved by the Department of Health and Human Services (HHS) or another cognizant Federal agency.

Justification: An applicant that will charge indirect costs to the grant must enclose a copy of the current rate agreement. If the applicant organization is in the process of initially developing or renegotiating a rate, upon notification that an award will be made, it should immediately develop a tentative indirect cost rate proposal based on its most recently completed fiscal year, in accordance with the cognizant agency's guidelines for establishing indirect cost rates, and submit it to the cognizant agency. Applicants awaiting approval of their indirect cost proposals may also request indirect costs. When an indirect cost rate is requested, those costs included in the indirect cost pool should not be charged as direct costs to the grant. Also, if the applicant is requesting a rate that is less than what is allowed under the program, the authorized representative of the applicant organization must submit a signed acknowledgement that the applicant is accepting a lower rate than allowed.

EVALUATION CRITERIA:

The following evaluation criteria appear in weighted descending order. The corresponding score values indicate the relative importance that ACF places on each evaluation criterion; however, applicants need not develop their applications precisely according to the order presented. Application components may be organized such that a reviewer will be able to follow a seamless and logical flow of information (i.e., from a broad overview of the project to more detailed information about how it will be conducted).

In considering how applicants will carry out the responsibilities addressed under this announcement, competing applications for financial assistance will be reviewed and evaluated against the following criteria:

APPROACH - 45 points

- The proposal specifies the activities to be completed and the scope of these activities.
- The scope of activities is appropriate and sufficient for addressing the objectives of the NHMRC.
- A demonstrated commitment not to use funds for any other purposes other than those described in this announcement.
- The extent to which the focus of the activities helps couples and individuals, on a voluntary basis, gain access to the skills and information that can increase their chances of forming and sustaining healthy marriages.
- The applicant demonstrates a commitment to consult with experts in domestic violence or relevant community domestic violence coalitions.
- The applicant includes a detailed description of the NHMRC's targeted audiences and the Center's functions related to each of these groups that appropriately reflect the objectives set out in this announcement.
- The extent to which the activities and analyses reflect knowledge of web-based clearinghouses and use of state-of-the-art technology to support such a clearinghouse.
- The proposed project plan includes specific dates for various phases of the project including start-up, initial implementation

and full implementation of the complete project, that are reasonable given the proposed staffing, timeline, and budget.

- The proposed approach for identifying and using a cadre of marriage education experts and consultants to provide technical assistance and training to geographically and ethnically diverse programs is appropriate and reasonable. The technical assistance plan proposed will adequately support outreach and program improvement strategies that focus on positive outcomes for families.

BUDGET AND BUDGET JUSTIFICATION - 20 points

- The predominance of funding is for program-related costs.
- The budget presentation is clear and detailed and justifies funding uses.
- Applicants have provided a plan for project continuance beyond the duration of the grant support.
- The scope of the project is reasonable for the funds requested.

ORGANIZATIONAL PROFILES - 20 points

- The project narrative and supporting documents (e.g., organizational charts, financial statements, letters of support, etc.) clearly detail the applicant organizational capabilities and are adequate for the successful conduct of all of the activities in this announcement. Successful completion of this project is realistic given the applicant organization's experience with the development, implementation, administration, and evaluation of similar projects. The applicant should explain its financial capacity to support this grant award. The applicant should provide evidence of facilities, fiscal controls, and other resources that are adequate to achieve project goals. A copy of the most recent financial audit conducted on the applicant's organization should be included with application materials. The applicant must provide documentation that its organization meets the requirements of 45 CFR Part 74.21, Standards for Financial Management Systems prior to award.
- The project narrative and supporting documents (e.g., third-party agreements) clearly detail the roles and capabilities of any

partner organizations. Successful completion of this project is realistic given the qualifications of any partners and the nature of their relationship to the applicant's organization. In cases where partners have not yet been selected, the applicant clearly describes the approach and criteria that it will use to select partners. The applicant clearly describes the financial relationships between the applicant's organization and any partner organizations that can reasonably be expected to ensure proper stewardship of Federal funds.

- The project narrative and supporting documents (e.g., resumes) clearly detail the qualifications of key staff. Successful completion of this project is realistic given the qualifications of key staff. In cases where these positions have not been filled, the applicant clearly describes a reasonable approach and criteria to hire experienced and qualified staff.
- The qualifications of the applicant's organization, any partner organizations, and key staff demonstrate the type and level of expertise and ability required to use computer-based applications to support a major clearinghouse and website; contain subject matter expertise pertaining to healthy marriage that would enable the organization to develop healthy marriage research materials, report on useful research and identify subject experts and practitioners; and have the infrastructure to provide capacity building and technical assistance.

STAFF AND POSITION DATA - 15 points

- The Project Director and staff have demonstrated expertise in issues relating to healthy marriages, marriage education, and implementation practices to conduct the activities described in the application.
- The proposed staff experience reflects an understanding of and sensitivity to the issues of working with States, localities, governments, faith-based organizations, for-profit and non-profit providers, and ACF programs.
- The time that will be devoted to this project by the Project Director and other key staff is adequate to ensure a high level of professional input and attention and successful implementation of the project.

- The proposed staff has experience working with the Federal requirements for websites, including 508 compliance.

2. Review and Selection Process:

No grant award will be made under this announcement on the basis of an incomplete application.

Approved but Unfunded Applications

Applications that are approved but unfunded may be held over for funding in the next funding cycle, pending the availability of funds, for a period not to exceed one year.

VI. AWARD ADMINISTRATION INFORMATION

1. Award Notices:

The successful applicants will be notified through the issuance of a Financial Assistance Award document, which sets forth the amount of funds granted, the terms and conditions of the grant, the effective date of the grant, the budget period for which initial support will be given, the non-Federal share to be provided (if applicable), and the total project period for which support is contemplated. The Financial Assistance Award will be signed by the Grants Officer and transmitted via postal mail.

Organizations whose applications will not be funded will be notified in writing.

2. Administrative and National Policy Requirements:

Grantees are subject to the requirements in 45 CFR Part 74 (non-governmental) or 45 CFR Part 92 (governmental).

Direct Federal grants, sub-award funds, or contracts under this ACF program shall not be used to support inherently religious activities such as religious instruction, worship, or proselytization. Therefore, organizations must take steps to separate, in time or location, their inherently religious activities from the services funded under this program. States agencies awarded federal funds under the National Healthy Marriage Resource Center are subject to the requirements in the TANF Charitable Choice Regulations. Therefore, in accordance with TANF Charitable Choice provisions State agencies awarded funds under this program will be required to establish an alternative service

provider. These Charitable Choice Regulations are contained in 45 CFR Part 260, which can be accessed at:

http://www.access.gpo.gov/nara/cfr/waisidx_05/45cfr260_05.html

All entities (non-profit organizations, for-profit organizations, community organizations, institutions of higher education, etc.) awarded funds under this program are governed by the Equal Treatment for Faith-Based Organizations provisions contained in 45 CFR Part 87, which can be found at the HHS web site at:

<http://www.os.dhhs.gov/fbci/waisgate21.pdf>.

Faith-based and community organizations may reference the "Guidance to Faith-Based and Community Organizations on Partnering with the Federal Government" at:

<http://www.whitehouse.gov/government/fbci/guidance/index.html>.

3. Reporting Requirements:

Grantees will be required to submit program progress and financial reports (SF-269 found at:

<http://www.acf.hhs.gov/programs/ofs/forms.htm>) throughout the project period. Program progress and financial reports are due 30 days after the reporting period. Final programmatic and financial reports are due 90 days after the close of the project period.

Program Progress Reports: Semi-Annually

Financial Reports: Semi-Annually

VII. AGENCY CONTACTS

Program Office Contact:

Paul Maiers
U.S. Department of Health and Human Services
Administration for Children and Families
Office of Family Assistance
370 L'Enfant Promenade, S.W.
Aerospace Building, 5th Floor-East
Washington, DC 20447
Phone: 202-401-5438
Email: pmaiers@acf.hhs.gov

Grants Management Office Contact:

Sylvia Johnson
U.S. Department of Health and Human Services
Administration for Children and Families
Office of Family Assistance
370 L'Enfant Promenade, S.W.
Aerospace Building, 6th Floor-East
Washington, DC 20447
Phone: 202-401-5513
Email: ACFGME-Grants@acf.hhs.gov

VIII. OTHER INFORMATION

Date: 05/04/2006

Sidonie Squier
Director
Office of Family Assistance